

CONFIRMED MINUTES

TKHS BOT MEETING

At the **TKHS Board of Trustees Meeting** on **28 Jan 2020** these minutes were **confirmed as presented**.

Name:	Te Kuiti High School
Date:	Monday, 2 December 2019
Time:	6:00 PM to 8:00 PM
Location:	Te Kuiti High School Boardroom, 21 Hospital Road, Te Kuiti 3910
Board Members:	Hilary Karaitiana (Chair), Brent Ramsey, Jo Randle, Nikki Taylor, Rhys Brown, Teagan Houchen, Thomas Tumai
Attendees:	Lee Taylor
Apologies:	Raiden van Herpen

1. Opening Meeting

1.1 Confirm Minutes

TKHS BOT Meeting 29 Oct 2019, the minutes were confirmed as presented.

BOT Finance Committee Meeting 26 Nov 2019, the minutes were confirmed as presented.

1.2 Interests Register

2. Major Decisions and Discussions

2.1 Strategic Decision One

H Karaitiana spoke about the Chromebook Trust that assist families to purchase their own devices. Do we know how many year 7 & 8 students already have these? T Tumai responded that no, we do not have this information.

There are other costs associated with the purchase of chrome books that need to be taken into consideration.

A positive about these chrome books is that they don't require updating and there a no virus's.

There is an option for students/families to purchase their own device through the Trust.

The school is working on BYOD over the next year or two.

Find out what is included in this price. Agree in principle. All in favour - Yes. B Ramsey & J Randle.

The Technology department resources - all in favour, yes.

Science Greenhouse - all in favour, yes.

School flags & new signage - all in favour, yes.

Home & School - \$13,000 towards school mar \$14,488.00 - all in favour, yes.

Total marketing - \$27,488 - all in favour, yes.

Hall sound & data system - \$12,000 - all in favour, yes.



Capital Expenditure

Resolution: It is the decision of the Board to accept the capital expenditure request as tabled.

Decision Date: 2 Dec 2019
Mover: Teagan Houchen
Seconder: Brent Ramsey
Outcome: Approved

2.2 2020 Budget



Budget 2020

Resolution: It is the decision of the Board that the Budget 2020 be accepted with the discussed adjustments. L Taylor will distribute the updated Budget to all Board members before the school term end date 13 December 2019.

Decision Date: 2 Dec 2019
Mover: Rhys Brown
Seconder: Teagan Houchen
Outcome: Approved

3. Actions from Previous Meetings

3.1 Action Item List

Due Date	Action Title	Owner
8 Nov 2019	Susan Arrowsmith's Report on the Curriculum Review Status: Completed on 28 Nov 2019	Lee Taylor
8 Nov 2019	Wi-Fi Password Status: Completed on 28 Nov 2019	Lee Taylor
29 Nov 2019	Thank you letters Status: Completed on 29 Nov 2019	Lee Taylor

4. Management Reports

4.1 Principal's Report

ERO visit confirmed for 10th - 14th February 2020.

This Board of Trustees is included in this review.

T Tumai will filter which information is board related and which is school related.

Shortlisting:

- appointed B Kearins fixed term Deputy Principal Curriculum
- appointment of Maori & Gateway to be finalised before 19 December 2019

Resignations:

- A Harris has accepted the Learning Support Coordinator position in Rotorua therefore will not be returning in 2020.

Advertised:

- Guidance counsellor full time position has been advertised
- Grounds assistant part time position has been re-advertised

Attendance and achievement data - this will be a regular addition to the Principal's monthly report.

Deputy Principal H Ikahihifo will provide a summary of the plans in place for Maori & Pasifika students.



Principal Report

Resolution: accepted

Decision Date: 2 Dec 2019
Mover: Thomas Tumai
Seconder: Hilary Karaitiana
Outcome: Approved

4.2 Finance



October Monthly Report

Follow up on queries from the Finance Sub-committee - October 2019.

Due Date: 13 Dec 2019
Owner: Lee Taylor

4.3 Health & Safety

5. Other Business

5.1 Correspondence



Outward - letters

Lee update the letters.

Due Date: 3 Dec 2019
Owner: Lee Taylor

5.2 2019 Meeting Dates

This has been tabled for a special meeting of the Board of Trustees in January 2020.

5.3 Transport Network Group



Health & Safety update

Send out a copy of the Health & Safety update to the Board Members.

Due Date: 3 Dec 2019
Owner: Lee Taylor



Transport Network Group cash flow forecast

Send a copy of the Transport Network Group forecast to the Board of Trustees.

Due Date: 3 Dec 2019

Owner: Lee Taylor

6. Public Excluded Meeting

6.1 In-committee

7. Close Meeting

7.1 Close the meeting

Next meeting: TKHS Board of Trustees Meeting - 28 Jan 2020, 6:00 PM

Signature: _____

Date: _____